

FY-15 Enlisted Continuation Board

SECB convenes: 27 October 2014, Board #478
LTB Deadline (RCVD by NPC CSC): 6 October 2014

Eligibility

Active Component (AC) and Full-Time Support (FTS) E7-E9 personnel with at least 19 years of active service computed from their Active Duty Service Date as of 28 February 2014 and three years time-in-rate (TIR) as of 30 June 2014, and E7-E9 Selected Reserve (SELRES) and Voluntary Training Unit (VTU) personnel with at least 20 years of qualifying service as of 28 February 2014, and three years TIR as of 30 June 2014 will be considered by the SECB.

Approved transfer to the Fleet Reserve/retirement/Retired Reserve (with or without pay). All personnel who, as of 17 October 2014, have a NAVPERSCOM approved request to transfer to the Fleet Reserve or approved request to retire on or before 1 September 2015, will be exempt from the SECB. All requests must have final approval. Approved requests will not be modified subsequent to 17 October 2014. All personnel meeting all other eligibility requirements who have a NAVPERSCOM approved transfer to the Fleet Reserve/retirement/Retired Reserve (with or without pay) after 1 September 2015 will be considered by the SECB.

Personnel selected for Chief Warrant Officer (CWO) by the board held in January 2014 or selected by the FY-15 advancement boards are not eligible and shall not be considered. CWO selectees who subsequently decline appointment or are removed from the selection list prior to 23 September 2014 and meet all other SECB eligibility criteria will be considered.

Performance Indicators

The factors listed below are examples of factors that will indicate to the board that an individual may not meet the performance requirements for continuation. The SECB will consider such factors with the entire record to select for continuation those Sailors whose continuation is in the best interest of the Navy. While this list is not all-inclusive, it provides the basic performance indicators the board will consider. The precept and convening order will be the controlling guidance for the board in determining what factors to consider for continuation.

- a. Documented misconduct involving either UCMJ or civilian offenses.
- b. Moral or professional dereliction such as relief for cause or detachment for cause.
- c. Unexplained evaluation/fitness report continuity gap of greater than 90 days.
- d. Evaluation/fitness report, during the period reviewed, with marks suggesting substandard or marginal performance of duty to include:

(1) receipt of any promotion recommendation of "significant problems" or "progressing;"

(2) a decline in performance as defined in BUPERSINST 1610.10C paragraph 13-9(h). A change in promotion recommendation caused by forced distribution is not considered a decline in performance or an adverse report. Additionally, a decline in trait grades from a frocked promotion status to a regular promotion status or transfer between a command's shore and sea components with the same reporting senior is not in and of itself considered a decline in performance or an adverse report;

(3) receipt of an evaluation or fitness report with any individual trait grade of 2.0 or below.

(4) receipt of "promotable" promotion recommendation on all evaluations within the previous five years; and/or

(5) individual trait average below the reporting senior's average on all evaluations within the previous five years.

e. More than one documented physical readiness program failure.

f. Any documented circumstance related to performance that results in a Sailor's inability to perform in his or her rating/duties; for example:

(1) loss of security clearance in a rating that requires a member to maintain continuous eligibility.

(2) a Sailor who is disqualified from performing their primary rating/duties in accordance with the Lautenberg amendment of 1996.

g. Other documented substandard or marginal performance indicators that the Sailor's continuation may be inconsistent with national security interests or may otherwise not be in the best interest of the Navy.

Timeline of Events

22 August 2014. PERS 802 will forward the SECB eligibility list to Naval Education Training Professional Development Technology Center (NETPDTC) N321 for publishing to the Navy Enlisted Advancement System website.

29 August 2014. NETPDTC (N321) shall publish the names of the FY-15 SECB eligible candidates by posting them to the Navy Enlisted Advancement System (NEAS) website, accessible by command designated personnel at <https://neasos.cnet.navy.mil>. Individual candidates may view their SECB eligibility profile sheet on Navy Knowledge Online at <https://wwwa.nko.navy.mil/portal/home/>. Under the Career Management tab select "Navy Advancement Center". From the Navy Advancement Center page, select "Senior Enlisted Continuation Board Eligibility Profile."

29 August 2014 - 22 October 2014. Sailors who are on the eligibility list as of 22 October 2014 will be considered eligible for review by the SECB. Requests for subsequent removal will not be approved. The names of Sailors in your command who have been identified by Navy Personnel Command as eligible for this board will be posted by NETPDTC (N321) on the NEAS website. It is the member's and command's responsibility to verify the eligibility list and ensure any Sailor not eligible is identified and removed from the board by 17 October 2014. Absent action, these Sailors will remain eligible

for the board and will forfeit any waiver or appeal process. Commands shall verify weekly until 17 October 2014 as the list will be updated while NPC reviews eligibility issues.

22 September 2014. If an eligible candidate is not listed, commands must submit name to PERS-802 requesting member be added to SECB eligibility list. Submit eligibility changes by e-mail to Selection Board Eligibility Branch (PERS-802):

- Mr. David Lanham (Branch Head): david.b.lanham(at)navy.mil
- Ms. Elizabeth Vaughn (active duty personnel): elizabeth.vaughn(at)navy.mil
- Ms. Dorothy Harris (FTS/reserve duty personnel): dorothy.harris(at)navy.mil

6 October 2014. If a candidate chooses to submit a letter to the board (LTB) the letter must be received by Navy Personnel Command Customer Service Center (NPC CSC) by this date. Communication to the board must originate from the individual member and must be accompanied under the candidate's LTB. Information received that is not under a cover letter or not received by the NPC CSC by the established deadline will not be presented to the board. Correspondence from the command or any other source that is not accompanied by the candidate's LTB to the president of the board will not be considered. This supersedes chapter 12 paragraph 1205 and figure 12-3 of BUPERSINST 1430.16F. For LTB submission procedures and guidance, visit <http://www.public.navy.mil/BUPERS-npc/boards/activedutyenlisted/Pages/GeneralInformation.aspx>.

27 October 2014. FY15 Senior Enlisted Continuation Board convenes.

31 January 2015. Last day for commands to submit operational waiver requests for Sailors assigned to their command who were not selected to continue. Waivers should be requested only to mitigate severe operational impact that could result in potential mission failure, not for convenience of service member or to allow for transition leave/temporary duty period. Operational waivers will be limited to a maximum of three months. Operational waivers are approved by the Deputy Chief of Naval Personnel (DCNP).

31 January 2015. Last day for commands to submit a readiness appeal. Readiness appeals should be requested only to mitigate severe readiness impact that cannot be resolved via an operational waiver, not for convenience of service member. An approved readiness appeal will remove the selection for non-continuation of the member. A command may submit a readiness appeal with concurrence of the member via their respective chain of command as stipulated below.

a. Eligibility. Readiness appeals may only be initiated by the CO of a Sailor selected for non-continuation. Members who have been or are being detached for cause or awarded non-judicial punishment/courts-martial or with other adjudicated misconduct between 1 July 2011 and 30 June 2014 are not eligible to be considered for the readiness appeal process.

b. A readiness appeal will focus on the negative impact to unit or force readiness if the Sailor is separated, not for the convenience of the member.

c. AC and FTS appeal requests will be routed up the administrative chain of command to the Type Commander (TYCOM). If the TYCOM recommends approval, the request is forwarded to PERS-833 for further routing to CNP for final disposition. If the TYCOM does not recommend approval, the request is

disapproved and is returned to the requesting command. An electronic copy of any disapproval will be forwarded to PERS-833 for record retention.

d. SELRES appeal requests will be routed through the administrative chain of command via COMNAVRESFORCOM (N1) to the TYCOM. If the TYCOM recommends approval, the request will be forwarded to PERS-833 for final disposition by CNP. If the TYCOM does not recommend approval, the request is disapproved and is returned to the requesting command. An electronic copy of disapprovals will be forwarded to PERS-833 for record retention.

e. VTU appeal requests will be routed up the administrative chain of command to COMNAVRESFORCOM (N1). If COMNAVRESFORCOM (N1) recommends approval, the request is forwarded to PERS-833 for further routing to CNP for final disposition. If COMNAVRESFORCOM (N1) does not recommend approval, the request is disapproved and is returned to the requesting command. An electronic copy of disapprovals will be forwarded to PERS-833 for record retention.

f. CNP's decision is final and not subject to waiver/appeal to higher authority.

g. All Sailors who have successfully appealed the non-continuation remain eligible for non-continuation at a later SECB as well as standard Navy administrative separation processes.

Not later than 31 January 2015. Members not selected to continue must submit Fleet Reserve/retirement/Retired Reserve (with or without pay) requests to PERS-8334 for AC and FTS, and PERS-912 for SELRES and VTU. Sailors who are not selected to continue who have an approved Fleet Reserve date after 31 August 2015, or retirement date after 1 September 2015 must submit a new request to PERS-8334 or PERS-912 for a Fleet Reserve date of 31 August 2015 or earlier, or retirement date of 1 September 2015 or earlier.

31 August 2015. Last authorized effective date, except for approved operational waivers and readiness appeals, for members not selected to continue to transition to Fleet Reserve.

1 September 2015. Last authorized effective date, except for approved operational waivers and readiness appeals, for members not selected to continue to transition to the Retired Reserve (with or without pay).

Notification Procedures

Once SECB results are approved, COs will be notified via Personal For NAVADMIN that the results have been posted on BOL for command access only. COs have seven calendar days to notify and counsel those members not selected for continuation. COs will then provide the following verification that they have personally notified each Sailor not continued to the NPC CSC at 1-866-U-ASK-NPC (1-866-827-5672) or by e-mail to uasknpc@navy.mil:

Command Name

Command Point of Contact/Phone Number/Email Address

Rate/Rating and full name of member notified

After the seven day notification period, a complete list of those selected to continue and those not selected to continue will be available on BOL for

individual access. Counseling will be documented on NAVPERS 1070/613 Administrative Remarks (Page 13) created through NSIPS ESR and witnessed by the CO (By direction not authorized). After counseling and signatures are obtained, using the NAVADMIN for this continuation board as authority, forward the counseling Page 13 to PERS-313 for inclusion in the member's OMPF. Commands shall immediately contact PERS-833 if a Sailor not selected to continue has transferred or is serving on an Individual Augmentation Manpower Management (IAMM), Global Support Assignment (GSA), Overseas Contingency Operations Support Assignment (OSA), or mobilization.

If Not Selected To Continue

AC and FTS personnel not selected to continue.

a. Request transfer to the Fleet Reserve or retire as applicable, effective not later than 31 August 2015, unless operationally waived by the Deputy Chief of Naval Personnel to remain in an active status up to but not later than 30 November 2015.

b. AC/FTS Sailors with orders to or currently on an IAMM/GSA/OSA with orders who are not selected to continue will be allowed to complete their IAMM/GSA/OSA tour and transfer to the Fleet Reserve or Retired Reserve (with or without pay) following a maximum period of six months after return from IAMM/GSA/OSA tour to allow completion of mandatory post-deployment health reassessment (PDHRA). Sailors not selected to continue who desire to transfer to the Fleet Reserve or Retired Reserve (with or without pay) less than six months after return from IAMM/GSA/OSA mobilization are encouraged to submit the date of their choice. AC/FTS Sailors shall remain in the status held prior to IAMM/GSA/OSA tour until transfer date.

c. AC/FTS Sailors not selected for retention by FY-15 Senior Enlisted Continuation Board (SECB) shall be assigned 'NBD' in block 26 of the DD FORM 214. Use 'sufficient service for retirement' in the narrative reason block.

Prepare the DD 214 using the following entries:

Blk 23: Transfer to the Fleet Reserve or Retired (as applicable)

Blk 24: Characterization of service as warranted by service record

Blk 25: MILPERSMAN 1810-010 and current NAVADMIN directing Continuation Board

Blk 26: NBD

Blk 27: RE-2

Blk 28: Sufficient Service for Retirement

SELRES and VTU personnel not selected to continue.

a. Request transfer to the Retired Reserve (with or without pay) with an effective date not later than 1 September 2015, unless operationally waived by COMNAVRESFORCOM (N1) to remain in a drilling status until an approved date up to but not later than 1 December 2015. Retired Reserve without pay refers to a non-regular retired member who is in a retired status, but has not reached the age at which the retiree is eligible to receive non-regular retired pay.

b. The Naval Reserve Activity (NRA) shall assign Manpower Availability Status (MAS) code of 'ACB' to the SELRES/VTU Sailor's NSIPS record.

c. The NRA shall ensure the unearned portion of any selected reenlistment bonus is recouped based on the date of transfer to the Retired Reserve (with or without pay).

d. Per MILPERSMAN 1160-120, SELRES who reach their High Year Tenure (HYT) gate while mobilized will be transferred to the VTU by the end of the month in which the HYT date occurred. SELRES that are not selected to continue will be authorized to remain in the VTU for a maximum period of six months beyond their demobilization date to ensure completion of the mandatory PDHRA.

e. SELRES/VTU Sailors with orders or currently mobilized who are not selected to continue will be authorized to complete their IAMM/GSA/OSA mobilization tour and transfer to the Retired Reserve (with or without pay) following a maximum period of six months after return from their mobilization tour to permit completion of the mandatory PDHRA. SELRES/VTU Sailors not selected to continue who desire to transfer to the Retired Reserve (with or without pay) less than six months after return from mobilization are encouraged to submit the date of their choice. SELRES Sailors not reaching HYT and VTU Sailors shall remain in the status held prior to mobilization tour. The MAS code of 'ACB' will identify SELRES/VTU Sailors as ineligible to execute or be tagged for new mobilization requirements.